

DEPARTMENT OF THE ARMY  
Corps of Engineers, Omaha District  
215 North 17<sup>th</sup> Street  
Omaha, Nebraska 68102-4978

DM 690-1-532

CENWO-HR

Memorandum  
No. 690-1-532

3 March 2000

Civilian Personnel  
DUAL RATE SYSTEM

History. This document constitutes a new Omaha District Memorandum.

Summary. This document will facilitate the assignment of personnel to dual rated positions.

1. Purpose. To articulate policy regarding classification of and assignment to dual rate jobs.

2. Applicability. This regulation applies to all Omaha District power plant electricians and power plant mechanics paid from the Missouri River Power Rate Schedule.

3. Reference.

Negotiated Agreement Between The U.S. Army Engineer District, Omaha and the International Brotherhood Local #1688, Article 18(E).

4. Explanation of Abbreviations and Terms.

a. Dual Rate. A procedure whereby a primary and secondary classification are assigned for the purpose of being able to effect an expedited temporary promotion to the secondary position.

b. Primary Classification. The job classification to which the employee is normally assigned.

c. Secondary Classification. The additional job classification at a higher rate of pay, to which the employee may be temporarily assigned (not to exceed 120 days in a 12-month period).

5. Responsibilities: The Operations Manager and supervisor will:

a. Determine the need to assign an employee to work in the secondary classification. When determining need it is strongly emphasized that the absence of a senior does not in itself justify the assignment of a replacement. Accordingly, the work to be performed

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should require additional direction not provided by normal supervision and be for a minimum of one full workday.

b. Limit the cumulative duration of assignments in the secondary classification for not more than 120 days during any 12-month period.

6. General.

a. Classification of Jobs. Dual rate classification is approved for the following primary and secondary job classification combinations:

(1) Power plant electrician (primary) to power plant senior electrician (secondary).

(2) Power plant mechanic (primary) to power plant senior mechanic (secondary).

b. Processing the Personnel Action. The appropriate Nature of Action and coding for assignment to a dual rate position are found in the Guide to Processing Personnel Actions. An appropriate statement regarding dual rate compensation will be included in the remarks section.

c. Pay Rates. Employees will be paid at the rate of the secondary classification only for hours worked (minimum of 8 hours) in the secondary classification. Pay for performance of intermittent senior duties will be shown on the Time and Attendance Report.

FOR THE COMMANDER:

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